

## THE DEPARTMENT

The Police Department is a modern, innovative law enforcement agency with 24 sworn Officers and 14 non-sworn personnel. Police Officers may be assigned to special assignments such as Detective, Canine Handler, etc. In addition, collateral assignments may include Field Training Officer, Crime Prevention Officer, Range Master etc.

## COMPENSATION AND BENEFITS

### Salary

- Salary range of \$3,266—\$3,970 per month
- Longevity steps of 5% at 7, 11 and 20 years of City employment

### Retirement

- Participation in CalPERS 3% at 50 plan. City pays employee's contribution

### Insurance

- City offers CalPERS health insurance plans for employees and dependents. City provides a monthly cafeteria amount of up to \$1,013.88 as an amount above employee's gross salary to be used toward the purchase of health, dental and vision coverage.
- Life insurance of \$50,000

### Deferred Compensation

- Choice of plans available. Voluntary employee contribution

### Other Benefits

- Sworn personnel receive an \$800 Uniform Allowance each year.
- 2.5% Increase for POST Intermediate
- 2.5% Increase for POST Advanced

### Leave Program

- Two to four weeks vacation leave annually, based on years of employment with City
- 12 days of sick leave annually
- 13.5 days of paid holidays annually

## APPLICATION AND SELECTION PROCEDURE

Only the most qualified candidates in relation to the needs of the City of Auburn Police Department will be invited to participate in a testing process. Failure to graduate from the academy within the prescribed training period will be cause for termination

Offers of employment are contingent upon successful completion of a comprehensive, job-related background investigation, reference checks, pre-placement medical examination and other appropriate requirements of the position. Possession of, or ability to obtain, a class C California driver's license is required.

To be considered for this excellent career opportunity as Police Trainee please submit a City of Auburn Application for Employment and a current resume to:

City of Auburn  
1225 Lincoln Way  
Auburn, CA 95603  
530-823-4211, Ext. 142  
Fax 530-823-4209  
jbelanger@auburn.ca.gov

Visit the City of Auburn web site at  
[www.auburn.ca.gov](http://www.auburn.ca.gov)

## FINAL FILING DATE: Continuous Recruitment



*For physical demands and working environment, please request a copy of the job specifications for details.*

*Provisions of this bulletin do not constitute nor guarantee an express or implied contract for employment and may be revoked or modified without notice. The City of Auburn is an Equal Opportunity Employer.*



©Kurt Bertilson-SierraDigitalServices.com

IS SEEKING  
APPLICANTS FOR  
THE POSITION OF

**POLICE TRAINEE**  
CONTINUOUS  
RECRUITMENT

## THE COMMUNITY

---

The City of Auburn is considered one of the best places to live in Northern California. It's bordered by the beautiful American River Canyon and nestled in the western foothills of the Sierra Nevada Mountains. Located at the crossroads of I-80 and historic Highway 49, Auburn is the county seat of Placer County. The City encompasses approximately 7.5 square miles and has a population of 12,800. Situated at elevations between 1,000 and 1,400 feet, the surroundings offer an awesome seasonal change.

From Auburn's origins as a mining camp in the 1850s, the city has emerged as a community of strong historic character, cultural enrichment, economic diversity and a destination point for outstanding outdoor recreation. Memories of early history are being sustained by way of its museums and antique stores and the preservation and renovation of its residences and commercial buildings.

Auburn is committed to supporting the arts in the community, including public art, theatre, music, dance and the many local artists that exhibit their works in the art galleries and businesses. One-of-a-kind shopping and dining experiences are offered in the four commercial business districts. Light industry is supported by the city's Airport Industrial Park and the Auburn Municipal Airport. The Auburn State Recreation Area is adjacent to the city and offers numerous rivers and lakes for whitewater rafting and kayaking, boating and recreational fishing. The American River Canyon and beyond has miles of scenic trails, including equestrian and mountain bike trails, running and hiking trails and areas to simply enjoy the beauty and serenity of the great outdoors. Auburn is home to the challenging Western States Endurance Run/ UltraMarathon and the grueling Western States Endurance Ride/Tevis Cup held each year.

**All trails lead to Auburn . . .**  
***"Endurance Capital of the World"***

## THE ORGANIZATION

---

The City of Auburn was first incorporated in 1860 and again in 1888 and operates under the council/manager form of municipal government. City Council members are elected at large to staggered, four-year terms of office. The Mayor is elected by the City Council. The Council appoints citizens to five standing commissions charged with presiding over areas of special concern to the City—the Planning Commission, the Economic Development Commission, the Historic Design Review Committee, the Arts Commission and the Telecommunications Commission. The City Manager oversees the City staff of 100 in the administration of the day-to-day operations. The primary service delivery operations of the City are police, fire protection, community development and building, public works, municipal airport, bus transit and waste water treatment. Water, electric, solid waste disposal, parks and recreation and hospital services are provided by other agencies.

## THE POSITION

---

The City of Auburn is currently accepting applications for the position of Police Trainee. The classification of Police Trainee is a recruiting and training level class used for candidates qualified to learn the duties of a Police Officer in the Auburn Police Department. The classification of Police Trainee has no police authority. Incumbents of this class undergo a training program within the Auburn Police Department. Upon successful completion of this training program, the Police Trainee will undergo a formal comprehensive training program in a P.O.S.T. certified academy.

## QUALIFICATIONS

**Education/Training:** Equivalent to completion of the twelfth grade supplemented by specialized training in law enforcement, criminal justice, or a related field is desirable.

**Experience:** Some experience involving extensive public contact. Some work experience that demonstrates a general aptitude for police work is desirable.

## All Candidates:

Must possess a High School Diploma or equivalency; possess or be eligible for a valid First Aid and CPR Certificate; be at least twenty-one years old at time of appointment; possess sufficient strength and agility necessary to perform the duties of a Police Officer; possess a valid Driver's License at time of appointment; and live within a reasonable response time of the Police Department.

## THE IDEAL CANDIDATE

---

### Knowledge of and Ability to:

- Learn the operation of radio transmitting communication, teletype and computer equipment.
- Learn to operate specialized public safety computer systems and applications including the Criminal Justice Information System (CJIS), the National Crime Information Center (NCIC) computer systems, and local CAD/RMS system.
- Learn geographic features and locations within the area served.
- Learn pertinent Federal, State and local laws, codes and regulations governing the retention and dissemination of police reports and records.
- Learn methods and techniques of receiving, prioritizing, and dispatching emergency and non-emergency calls for service.
- Learn, interpret, and explain police records retention and dissemination policies & procedures.
- Learn methods and techniques of searching prisoners.
- Write clearly, accurately, concisely, legibly, and with correct English grammatical construction and spelling.
- Work under pressure, exercise good judgment and make sound decisions in emergency situations.
- Make independent decisions that affect the safety of police personnel, citizens, and property.